OUTGOING MESSAGE/ADMIN FORM

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PROPOSED FOR 9-12 MAY. THAT VISIT SHOULD PUT AN OPERATIONAL TOUCH TO MY BRIEFING ON FBIS MODERNIZATION AND GIVE YOU A GOOD FEELING OF HOW WE CONDUCT MONITORING OPERATIONS. I EXPECT THAT ALL THE ADMINISTRATIVE DETAILS FOR THAT LEG OF YOUR TRIP WILL HAVE BEEN ARRANGED BY THE TIME YOU SEE THIS MESSAGE.

ON THE SOCIAL SIDE, AS I UNDERSTAND YOU ARE INTERESTED IN SEEING GETTYSBURG, I WILL BE HAPPY TO TAKE YOU THERE ON THE 5TH. IT WILL MAKE AN EASY AND PLEASANT DAY'S TRIP. WE WILL HAVE A PACKAGE OF SUGGESTIONS AND LITERATURE WAITING FOR YOU AT YOUR HOTEL TO TAKE CARE OF THE WEEKEND OF YOUR ARRIVAL, AS WELL AS A SCHEDULE OF EVENTS FOR THE 6-8 MAY MEETING PERIOD. IF, MEANWHILE, YOU HAVE ANY PARTICULAR MISSIONS WE CAN HELP YOU ACCOMPLISH, LET ME KNOW.